

2003 Western Region Summer Food Service Program Awards

Purpose

The 2003 Western Region Summer Food Service Program awards allow us to recognize sponsors for outstanding achievements in providing nutritious meals to children through the Summer Food Service Program.

Award Categories

We are accepting nominations for 2003 Western Region Summer Food Service Program in these five categories:

- Service to Special Populations
- Successful Outreach
- Increased community participation or number of community sites
- Increased participation of community children (i.e., non –summer school students) at summer school sites
- Meal quality

Eligible Applicants

All Western Region local-level **sponsors operating the SFSP in 2003** are eligible to apply, or be nominated, for each of the four award categories.

Evaluation Criteria, and Questions for Narrative Submission

Narratives are limited to 3 pages, single-sided, 12-point font or larger, and should address all of the questions under the appropriate category. The narratives will be evaluated based on the following criteria:

Innovation (maximum 30 points). Maximum score will be awarded to applicants who use creative measures to expand summer feeding operations and promote participation in the Program.

Sustainability (maximum 25 points). Maximum score will be awarded to applicants whose efforts help ensure continued program participation by sponsors and/or eligible children.

Transferability (maximum 25 points). Maximum score will be awarded to applicants whose initiatives can be successfully replicated by sponsors, State agencies or program advocates in other areas.

Cost Effectiveness (maximum 15 points). Maximum score will be awarded to applicants whose efforts make good use of available resources, including non-program resources.

Presentation (maximum 5 points). Maximum score will be awarded to applications that are complete, clear and succinct. Narratives must not exceed the 3-page limit.

Total Maximum Score: 100 points

Nominations for the following four categories will be considered for the *2003 Western Region Summer Food Service Program awards*:

- 1. Service to Special Populations**—This award is presented to an SFSP sponsor that targets and serves special populations of children. The special populations can include: children of migrant workers; American Indian or Alaska Native children; children from other minority groups; children in rural areas; and children with special needs.

Your narrative should describe your efforts and results in reaching a special population through SFSP, including:

- The group of children served, and a description of the site(s) where meals were provided;
- Specific steps taken to reach this group of children;
- Any challenges or barriers encountered and how they were addressed;
- Any non-program resources (e.g., monetary contributions, in-kind donations, volunteers, partnerships with other organizations) that were utilized in your efforts;
- How children's participation was sustained over the course of the program and the outlook for next year.

- 2. Successful Outreach**—This award is presented to an SFSP sponsor that uses creative strategies to promote participation of eligible children in its program.

Your narrative should describe your efforts and results in promoting your program, including:

- Specific steps taken to promote your program and reach eligible children and their impact;

- The most effective techniques used in reaching the children;
- Any challenges or barriers encountered and how they were addressed;
- Any non-program resources (e.g., monetary contributions, in-kind donations, volunteers, partnerships with other organizations) that were utilized in your efforts;
- How children’s participation was sustained over the course of the program and the outlook for next year.

3. Increased community participation or number of community sites—this award is presented to an SFSP sponsor, either a private nonprofit sponsor or a school food authority, for substantially increasing either community participation at community sites or the number of community sites.

Your narrative should describe your efforts and results in providing service to children in the community, including:

- Specific steps taken to reach community children and their impact;
- Any challenges or barriers encountered and how they were addressed;
- Any non-program resources (e.g., monetary contributions, in-kind donations, volunteers, partnerships with other organizations) that were utilized in your efforts;
- How children’s participation was increased over the course of the program and the outlook for next year.

4. Increased participation of community children (i.e., non-summer school students) at summer school sites—This award is presented to a school food authority for substantially increasing the number of community children (i.e., non-summer school students) served in academic summer school sites.

Your narrative should describe your efforts and results in providing service to children in the community, including:

- Specific steps taken to reach community children and their impact;
- Any challenges or barriers encountered and how they were addressed;

- Any non-program resources (e.g., monetary contributions, in-kind donations, volunteers, partnerships with other organizations) that were utilized in your efforts;
 - How children's participation was sustained over the course of the program and the outlook for next year.
- 4. Meal quality**—This award is presented to an SFSP sponsor, either a private nonprofit sponsor or a school food authority that uses creative strategies to serve nutritious meals that meet meal pattern requirements and that are appetizing to children.

Your narrative should describe your efforts and results in serving quality meals to SFSP participants, including:

- The group of children served, and a description of the site(s) where meals were provided;
- Any challenges or barriers encountered and how they were addressed;
- Any non-program resources (e.g., monetary contributions, in-kind donations, volunteers, partnerships with other organizations) that were utilized in your efforts;
- How children's participation was sustained over the course of the program and the outlook for next year.

How to apply

Applicants for the *2003 Western Region Summer Food Service Program Awards* must complete and submit an entry form for sponsors and a narrative (3 pages, maximum) that addresses the questions listed under the appropriate category.

Applications must be submitted to the Regional Office no later than **September 19, 2003**. The Regional Office will select one sponsor per category.

Notification of winners

The Regional Office will notify winners, in writing, in **October 2003**. Category winners may be featured in a publication that promotes the SFSP. There is no monetary compensation for these awards.